

APPLICATION PROCEDURE

HOW TO APPLY

Applications must be submitted online via www.edjoin.org to the following posting:

Ripon Superintendent Vacancy - San Joaquin County Office of Education

For further information, contact Brandie Moore, HR Coordinator at (209) 468-9243 or bmoore@sjcoe.net.

APPLICATION REQUIREMENTS:

All applicants must submit a completed online application via Edjoin.org by **March 17, 2025** at 11:45 p.m.

A completed application includes the following:

- Employment Application (fully completed; do not state "see attached").
- Personal letter of interest (cover letter) outlining interest in the Superintendent position.
- Resume detailing educational background, experience, and achievements.
- Three (3) current professional reference letters, describing the applicant's qualifications and performance in previous roles.

SELECTION PROCEDURE:

A screening committee will evaluate applicants based on qualifications. Initial interviews will be conducted by a panel of community members, staff, and district leadership. The Board of Trustees will conduct final interviews and make the final selection.

SALARY & CONTRACT TERMS

Ripon Unified School District offers competitive salary and benefits:



\$220,000 - \$240,000, per year



225-Day Contract

NOTICE TO CANDIDATES:

Applicants who communicate directly or indirectly with individual trustees during the hiring process will be disqualified.

All applications will be held strictly confidential.

Ripon Unified School District is an Equal Opportunity Employer.

BOARD OF TRUSTEES

- Jason Winter, President
- Caroline Hutto, Vice President
- Harpal Chandar, Clerk
- Vince Hobbs
- Kit Oase



RIPON UNIFIED SCHOOL DISTRICT
IS LOOKING FOR A NEW SUPERINTENDENT!

The application deadline is March 17, 2025

Mission Statement

The Ripon Unified School District is committed to working together with parents and the community to provide a high-quality education.

The district will create a safe learning environment characterized by trust and respect. We ensure that each student will be a contributing citizen in an ever changing diverse and global society.

THE COMMUNITY

Ripon Unified School District is located in San Joaquin County, the heart of California's Central Valley. With a population of over 16,000, Ripon is within two hours of San Francisco, Sacramento, and Yosemite, and three hours from Lake Tahoe.

Ripon is dedicated to maintaining small class sizes across all grade levels, ensuring personalized attention and enhanced student learning. Strong parent and community engagement plays a vital role in the district's success, reflected in significant community-based, financial support and generous contributions of time and resources to enhance educational programs.

THE DISTRICT

Ripon Unified School District serves approximately 3,400 students through five elementary schools, one high school, and one continuation high school.

The district serves a diverse student population, with an ethnic distribution as follows: 39% Caucasian, 3.4% Black, 37% Hispanic, 6% Asian, 1% Filipino, 0.4% American Indian or Alaska Native, and 11% identifying as Other or Two or More Races



THE POSITION

The Board of Trustees seeks a Superintendent who:

- Is committed to providing educational excellence for all students.
- Encourages parental, staff, and community participation.
- Possesses strong leadership and managerial skills.
- Demonstrates integrity, communication skills, and fiscal responsibility.
- Is approachable, values people, and fosters a positive educational environment.
- Actively participates in the community and keeps students first in all decisions.
- Works openly with the Board to ensure informed decision-making.
- Has a strong understanding of school finance, budgeting, and instructional programs.
- Promotes ethical leadership and compassionate engagement with staff and students.

SELECTION CRITERIA

PROFESSIONAL QUALIFICATIONS

- Experience in site and district office leadership
- Successful classroom teaching experience
- Master's or higher degree in a relevant field
- Expertise in school finance
- Demonstrated success in working with a Board of Trustees, staff, and community
- Strong organizational and leadership skills
- Valid Administrative Services credential
- Background in curriculum development and school improvement
- Active community involvement

PERSONAL CHARACTERISTICS

- Open and honest communicator with Board, staff, and community
- Fosters trust, respect, and professional satisfaction among employees
- Demonstrates integrity, leadership, and sound decision-making
- Strong interpersonal skills and a commitment to student success
- Ability to analyze facts, make decisions, and monitor outcomes effectively



3,400
Students



360
Employees



7
Schools



11%
English Learners



24
Languages



32%
Economically Challenged



\$53 Million
Budget